



CITY OF MIAMI GARDENS

COMPREHENSIVE DEVELOPMENT MASTER PLAN

**MONITORING, EVALUATION AND
IMPLEMENTATION PROCEDURES**

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Prepared By:
The City of Miami Gardens
Planning and Zoning Department
1515 NW 167th Street, Building 5, Suite 200
Miami Gardens, Florida 33169

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X. MONITORING, EVALUATION AND IMPLEMENTATION PROCEDURES

These monitoring, evaluation and implementation procedures of the Comprehensive Development Master Plan (CDMP) apply to the Community Vision as well as the following elements of the Plan: Future Land Use, Transportation, Infrastructure, Conservation, Recreation and Open Space, Housing, Intergovernmental Coordination, Public Education Facilities and Capital Improvements. This section specifically stipulates procedures for implementing the required procedures for monitoring, updating and evaluating the Comprehensive Development Master Plan every five years pursuant to §163.3191, F.S., and §9J-5.005(7), F.A.C.

A. RESPONSIBILITIES FOR MONITORING AND EVALUATING THE COMPREHENSIVE DEVELOPMENT MASTER PLAN

The Planning and Zoning Department will be responsible for preparing the evaluation and appraisal report of the Comprehensive Development Master Plan. The City Council, acting as the Local Planning Agency, shall formally review and recommend the evaluation and appraisal report (EAR) to the City Council. The City Council, as the elected body, shall approve and adopt the evaluation and appraisal report and any EAR-based plan amendments. The City Council, as the designated Local Planning Agency pursuant to 163.3174, F.S., shall monitor and oversee the effectiveness and status of the Comprehensive Development Master Plan and recommend to the City Council such changes in the Comprehensive Development Master Plan as may from time to time be required.

B. CONTINUOUS PROCESS

The monitoring and evaluation of the Comprehensive Plan shall be a continuous and ongoing process. The Planning and Zoning Department of the City of Miami Gardens shall prepare periodic reports on the Comprehensive Development Master Plan. These reports shall be sent to the City Council at least once every five (5) years after the adoption of the Comprehensive Development Master Plan or Element or portion thereof. The preparation of the Evaluation and Appraisal Report shall comply with the procedures and contents set forth in §163.3191, F.S., and §9J-5.005(7), F.A.C.

C. PUBLIC PARTICIPATION

The process of Comprehensive Development Master Plan evaluation and update shall include a public hearing before the City Council, acting as the designated local planning agency, and the City Council, acting as the City's elected body, respectively, prior to adopting the final report. The public hearing shall be duly noticed and citizen input shall be encouraged.

In addition to complying with all required meetings, hearings and advertisement procedures set forth in Florida Statutes and Florida Administrative Code, the adopted City of Miami Garden's Public Participation Procedures are incorporated herein in the Comprehensive Development Master Plan and are set forth as follows: Specific processes shall include but not be limited to:

- Public Meetings and Interactive Charrettes, especially in developing the City's Community Vision;

- Surveys and Questionnaires to determine residents' desires, vision, and strengths, weaknesses, opportunities and threats;
- Individual Interviews with Stakeholders and Community Leaders such as the City Council and members of community organizations;
- Written opportunities for feedback from citizens and other interested parties;
- Advertisements in Local Newspapers and other media in accordance with state law as well as courtesy advertisements of meetings;
- Flyers at City Hall, North Dade Library and other prominent public locations;
- Compilation of a database of meeting attendees for mail, email and telephone communication; signup sheets at meetings to add to database;
- Email reminders and mailed announcements to meeting attendee database;
- Newspaper articles and press releases;
- Draft Documents made available and updated regularly at City Hall, North Dade Library and on the City's website;
- Public Meetings to Discuss Plan Element Drafts.

D. CRITERIA FOR CONTINUING EVALUATION OF COMPREHENSIVE PLAN ELEMENTS

In evaluating each Element of the Comprehensive Plan, the City Council shall use the following general criteria as well as any more specific criteria contained in respective elements of the Plan.

1. Review Impact of Changing Conditions

Update appropriate baseline data and review evolving issues, including major shifts in the magnitude, distribution, and/or characteristics of the:

- Land use.
- Transportation system.
- Housing needs, supply and demand.
- Natural resources.
- Public facilities and services.
- Park and recreation system.
- Fiscal management resources.

These changing issues and shifts in conditions may serve as indicators of needed change in public policy included in the Comprehensive Development Master Plan. The policy implications of such changes shall be evaluated on a continuing basis. The baseline data update shall be predicated on the decennial U.S. Census, population estimates by the University of Florida Bureau of Business and Economic Research and/or other significant new data which is deemed appropriate by the City Council for inclusion in the Comprehensive Development Master Plan.

2. Major Planning and Development Problems

The evaluation and appraisal report shall identify major planning and development problems such as the location and distribution of land uses and related adverse physical, economic, social, or environmental impacts.

3. Accomplishments

The evaluation and appraisal report shall describe the progress in achieving Comprehensive Development Master Plan goals and objectives occurring since adoption of the Plan or the last evaluation report, whichever is most recent. Quantitative progress shall include but not be limited to a compilation and evaluation of the monitoring measures set forth in the various plan elements.

4. Unanticipated Problems and Opportunities

The evaluation and appraisal report shall describe the nature and extent of unanticipated and previously unforeseen problems and opportunities occurring since the Plan adoption or since the preparation of the latest evaluation and appraisal report, whichever is most recent.

5. Recommended Amendments

The evaluation and appraisal report shall stimulate recommendations concerning new or modified goals, objectives, or policies needed to resolve problems or issues identified during the Comprehensive Development Master Plan evaluation process.